

COMMANDER'S WELCOME LETTER, 38A 10 MOS Re-Class

On behalf of the soldiers of the 5th Battalion (CA), 98th Division (IT), I would like to welcome you to the 38A10 course for the training year 2006. During these demanding and exciting times, the 5th Battalion, is committed to your safe and successful completion of all training. Ultimate success will depend upon your preparation and effort during training. I strongly recommend that you arrive in the appropriate level of physical fitness and professional readiness.

Points of contact for the course are as follows:

5th BN (CA), 98th DIV (IT): (609) 562-4938, CQ (609) 562-4917

38A Course Manager, MSG Vincent Natali (315) 652-0401 (H).
vince.natali@us.army.mil

38A Operations Manager MSG Lynn Laracuate (315) 738-1446(H)
lynn.laracuate@us.army.mil

Chief Instructor SGM William Hotham (609) 562-6428
william.d.hotham@us.army.mil

The uniform for initial reporting is the Army Physical Fitness Uniform with ID card, ID tags and personal appearance IAW AR 670-1. You will be weighed and taped, if necessary, during in-processing; I highly encourage you to arrive with a professional appearance and appropriate demeanor. Uniform for all classes will be BDU with patrol cap; uniform violations will not be tolerated. During your training with the 5th BN, 98th DIV (IT) safety is my highest priority. Safety is everybody's responsibility and I expect every soldier to maintain the highest levels of vigilance and discipline. Again, I welcome you to training with the 5th Battalion and look forward to exceeding your expectations. If you have needs or concerns before, during or after your training, feel free to contact my staff.

CA Leads the way!

Michael Lemieux, MAJ, CA, USAR Commanding

ENCLS

THE SOLDIER'S UNIT IS RESPONSIBLE FOR ENSURING THE STUDENT MEETS PREREQUISITES FOR THE COURSE (COMPLETED COMMANDER'S PRE-EXECUTION CHECKLIST). PRE-EXECUTION CHECKLIST CAN BE FOUND IN TRADOC REGULATION 350-18, DATED OCT 2004, APPENDIX H. ENSURE SOLDIER'S PHYSICAL DATE IS ANNOTATED ON THE PRE-EXECUTION CHECKLIST (PART I) AND THE SECURITY CLEARANCE (PART

III) IS ANNOTATED WITH INTERIM, SECRET, TOP SECRET, OR EPSQ SUBMITTED.

1. ADMINISTRATIVE: 38A10. A completed Commander's Checklist will be checked during in-processing. All items on the checklist MUST be completed. Commanders or their representatives MUST pay special attention to ensuring that the Routine Course Prerequisites portion is completed by verifying that the student has met all regulatory requirements as provided in DA Pam 351-4, the Army Formal Schools Catalog and DA Pam 611-21, Military Occupational Classification and Structure. It is essential that the Commander's Checklist is complete and accurate. The person who may sign the Commander's Checklist is the first officer with UCMJ authority over the student at home station or an individual with signature authority for that individual who holds UCMJ authority and must provide a signature authority memo. Student unit mailing address while at Fort Dix will be provided after in-processing. AKO e-mail access is available at the post library. In-coming / out-going phone capabilities are limited; pay phones are located in billets. Emergencies will be handled through 5th BN (CA), 98th DIV (IT) S-1 section and CQ. Your family must contact the local chapter of the American Red Cross for any emergency that would require a student to leave the course. MEDICAL: Students with a temporary or permanent profile that prevents them from participating in any prescribed course activities, IAW the USAJFKSWCS Program of Instruction (POI), will be denied enrollment. Students who have been prior heat casualties will identify themselves at in-processing. The Troop Medical Clinic (TMC) will be available for treatment of minor medical problems. Major emergencies will be referred to the local civilian hospital. Students will bring to the course, a three-week supply of prescription medication if needed. STUDENTS WITH PRESCRIPTION MEDICATION WILL IDENTIFY THEMSELVES DURING IN-PROCESSING. PAY: The student's parent unit has the responsibility for processing student pay.

2. OPERATIONS: YOUR UNIT IS RESPONSIBLE FOR ENSURING THE STUDENT MEETS PREREQUISITES FOR THE COURSE (COMPLETED COMMANDER'S CHECKLIST). Be physically qualified or possess a waiver according to AR 40-501 and meet the physical standards of AR 600-9. Be assigned or on orders to a Table of Organization and Equipment or TDA 38A position.

COURSES: 38A10 Reclassification Course / 30 Jul 2006 – 23 Aug 2006 Report to BLDG 5515

TRANSPORTATION: Students traveling by POV will report to their respective above-mentioned location NLT 1200 hours. It is highly recommended that your vehicle has a DOD sticker to enter the post, it is not required, but you will need your vehicle insurance and registration. Stickers can be obtained at a military facility near your home. Students traveling by air will arrive at Philadelphia International, NLT 1000 hours. RAPID ROVER (1-800-322-8062) is available for transportation from Philadelphia International to Fort Dix at no cost to student with a copy of orders. Should you have any transportation problems from the airport, please call 5th BN (CA),

98th DIV (IT) POC s listed on previous page. Provide the Duty NCO with your name, rank, and contact number. DEPARTURE from Fort Dix, NJ: Students will not schedule flight departures prior to 1300 hours on completion date of your respective course mentioned above. TRAINING: While you are at Fort Dix, NJ all classroom training will be conducted within walking distance of most post facilities.

3. LOGISTICS: PACKING LIST for 38A10: Required items: Field Equipment: LBE/LBV, Canteen/ Camel Back, Wet Weather Gear, Kevlar w/ rank and helmet band, sleeping (bag/system, Ammo Pouches (2X), Pistol Belt, First Aid

Clothing: Patrol Cap, Beret, IPFU Gear with reflective PT belt / vest, (Pants, shorts, long sleeve shirt, short sleeve shirt, running shoes, white socks, black gloves, black PT knit hat) Black Gloves w/ inserts, 3 set s BDU s, 3 prs wool socks, 3-5 brown under-shirts, 1 black BDU belt, 2 prs black combat boots, (Cold Weather Gear-Wet Weather Gear to include but not limited to: Field Jacket w/ liner, Gortex, poncho, poncho liner, black gloves with inserts, Military Winter boots, Spear Suit system, Neck Gaitor, Winter Socks, Scarf, Polypro Thermal Top and Bottoms) Due to amount of gear, it is suggested that soldiers orders allow additional baggage weight fee. Soldiers will stay in the field during FTX portion of their course for 7 days. The average daily Temp in southern New Jersey during the winter is 30 degrees and average high in summer is 86 degrees.

Personal Items: Military **Drivers License with accident avoidance card (DDC)**, Dog Tags/ID card, Alarm clock, 1 padlock w/ 2 keys, sewing kit, shower shoes, 2 towels, toiletries, shoe shine kit, Flashlight

Classroom Items: Page tabs, 3-3 Ring Binder, Highlighters, Protractor (land navigation)

Optional: Rucksack, Butt-Pack, GPS, Laptop computer. (5th BN is not responsible for lost, or damaged items which accompany students)

BILLETING: All students will be billeted in, three story, heated / air-conditioned billets, with centralized latrines / showers and laundry facilities. Linen and pillows will be issued at in-processing. SUPPORT FACILITIES: The following facilities are available to students while at Fort Dix, NJ: Post Exchange, Snack Bar, Bowling Alley, Recreation Center, and Physical Fitness Center with swimming pool, Post Office, Barber Shop (limited hours), Commissary, and Religious Facilities.

MESS: The dining facility will provide meals at no cost to all enlisted students.

MISCELLANEOUS: -All personnel will carry their ID Tags, ID Cards and a copy of their orders at all times.

CIVILIAN ATTIRE: Military standard for civilian attire will be maintained at all times.

COMMANDER'S POLICIES concerning sexual harassment, equal opportunity, drug and alcohol abuse, fraternization and safety will be adhered to at all times.

THE ARMY SCHOOL SYSTEM (TASS) UNIT PRE-EXECUTION CHECKLIST

(FOR USE OF THIS FORM SEE TRADOC REG. 350-18; PROPONENT IS DCSOPS&T, TASSD)

1. NAME:		2. SSN	
Type or Print			
3. UNIT:		4. DOR :	
5. COURSE TITLE		6. REPORT DATE:	
1 st line leader initials	Soldier's initials	PART-I Unit Pre-execution (D-90 to D-1)	
		Coordination between customer unit and TASS unit to identify the soldier by name?	
		Soldier in receipt of school/course information?	
		Read ahead packets/prerequisite testing complete? (if applicable)	
		All required clothing/equipment IAW school/course info packet	
		Soldier demonstrated physical fitness requirement on diagnostic test administered within 30 days of scheduled departure for school. (as required)	
		Soldier meets standards of AR 600-9?	
		Transportation requirements completed?	
		Adequate cash/traveler checks/Government Credit Card?	
		Individual orders received?	
		Individual has current periodic physical (within 5 years)	
		Individual meets remaining TIS requirements	
		School Mailing address/Telephone numbers received? (for family)	
		Ten (10) copies of orders	
		Transportation verified/approved (ticket picked up)	
		Current/valid identification card	
		ID tags (1 pair)	
		If applicable: Soldier requiring corrective lenses has a set of military prescription eyeglasses and protective mask inserts.	
		_____Notify soldier of requirement to take APFT and be weighed, as required.	
Unit POC List: CDR B: () H: () _____ 1SG: B: () H: () _____ FTM: B: () H: () _____ Unit POC FAX: () _____ Unit POC Email _____			

TRADOC FORM 350-18-2-R-E, OCT 2004 Previous editions are obsolete

PART II- ROUTINE PREREQUISITES												
TASK	REGULATION DATA					SOLDIER DATA						
MINIMUM APTITUDE SCORE (ASVAB) (IF APPLICABLE)	CO	CL	FA	GM	MM	CO	CL	FA	GM	MM		
	OF	EL	SC	ST	GT	OF	EL	SC	ST	GT		
Color vision requirements (if applicable)												
Physical demand rating/profile (PULHES) *See Part III for P/T profiles	P	U	L	H	E	S	P	U	L	H	E	S
Prerequisite phase/course attendance (if applicable)	<div>_____ School code</div> <div>_____ Date of completion</div> <div>_____ Course completed</div> <div>_____ Phase completed</div>											
Military and civilian vehicle operator license(s) (if applicable,)												
PART III REQUIRED DOCUMENTS												
Security clearance (If applicable, attach as required)												
*Permanent profile attendees (if applicable): AC & AGR must have copy of MRB (P3, P4) results with completed DA Form 3349 (must include Army doctor-approved alternate aerobic event for APFT). TPU/Traditional Guardsman must have copy of completed DA Form 3349 (must include Army doctor-approved alternate aerobic event for APFT)												
All required waivers (if applicable)												
Other requirements (if applicable)												
OTHER REQUIREMENTS OF DA PAM 611-21 NOT PREVIOUSLY LISTED												
Other requirements (if applicable)												
Other requirements (if applicable)												
Other requirements (if applicable)												
Other requirements (if applicable)												
I have been counseled and have read all requirements applicable to the course I'm being sent to attend. Attendance at this course and class will not pose any known hardship on me and/or my family that would detract from or prevent me from successfully completing course requirements.												
Student's Signature						Date						
I have reviewed the above soldier's qualifications and potential to successfully complete this course; have counseled him/her on these requirements and hereby verify his/her readiness to attend same.												
Commanding Officer(typed name)						Date						
Signature												